

## Professional Development in Finance, taxation and Payroll

**D**o you know that your degree will not assist you in getting a job without the right skills?

**Its practical skills and knowledge the employers need today.**

1. Master Accounting Software (Tally)
2. Be able to work with Advanced Excel Functions in Finance and Accounting
3. Be able to work independently with Payroll System
4. Be able to compute:
  - Corporation Tax
  - Payee
  - Skills Development Levy
  - Withhold Tax
  - Value Added Tax(TRA)
  - Pension
  - Vat Returns and Tax payment
5. Be able to fill various forms including
  - P9 AND P10
  - Pension forms
  - WCF
  - VAT Returns
6. Be able do registration online
  - Register for TIN
  - Register for Payment
  - Submit VAT returns